

Green Tier Advisors **RECOMMENDATION**

X.X [Version-The first number would be assigned based on the meeting and the number after the period would change for revisions done between meetings]

RECOMMENDATION: [One line descriptor of the Issue]

SUMMARY: [Description of the action(s) to be taken]

EDITOR(s): [Name of the principals who did the drafting and editing]

RATIONALE: [Brief distillation of the reasoning behind the recommendation – drawn from the issue papers]

IMPACT: [Brief description of the expected consequence of the recommendation being implemented along with the measures that will be used to assess the impact if implemented]

ALTERNATIVES: [If consensus is not reached, this would be the place where the other options are presented]

CHRONOLOGY: [Brief chronological description of the events and discussions leading up to the recommendation]